



## Agency Records Disposition Schedule

Department: Office of the Governor

Section:

Division:

Sub-Section:

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**TITLE:** Accounting Records

**CUTOFF:** EOSFY

**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22761

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Appointment File

**CUTOFF:** EOCY

**DESCRIPTION:** Appointments made by the Governor

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22749

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Budget Formulation Papers

**CUTOFF:** EOSFY

**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22762

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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## Agency Records Disposition Schedule

Department: Office of the Governor

Section:

Division:

Sub-Section:

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**TITLE:** Constituent Case Sheets

**CUTOFF:**EOCY

**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22750

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** County Prosecuting Attorney Requests for Assistance

**CUTOFF:**EOCY

**DESCRIPTION:**

**RETENTION:** Years: Months: Days:

**NOTES:**

**DISPOSITION ACTION:** Permanent

**SERIES:** 22759

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Departmental Files

**CUTOFF:**EOCY

**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22751

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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## Agency Records Disposition Schedule

Department: Office of the Governor

Section:

Division:

Sub-Section:

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**TITLE:** Executive Orders (copies)

**CUTOFF:**EOCY

**DESCRIPTION:** Originals Filed with the Secretary of State Office

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22752

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Extradition Papers

**CUTOFF:**EOCY

**DESCRIPTION:** Domestic, Foreign, Waivers Claims, Hearings, Warrants, Revoked Warrants, Correspondence, Disposition of Fugitive, etc.)

**RETENTION:** Years: Months: Days:

**NOTES:**

**DISPOSITION ACTION:** Permanent

**SERIES:** 22753

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Governor's Itineraries

**CUTOFF:**EOCY

**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 22754

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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## Agency Records Disposition Schedule

Department: Office of the Governor

Section:

Division:

Sub-Section:

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**TITLE:** Pardons, Commutations and Restorations

**CUTOFF:**EOCY

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**DESCRIPTION:** Copy filed with Secretary of State Office for permanent retention

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

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**SERIES:** 22760

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Proclamations

**CUTOFF:**EOCY

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**DESCRIPTION:**

**RETENTION:** Years: 4 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

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**SERIES:** 22756

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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**TITLE:** Writs of Elections

**CUTOFF:**EOCY

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**DESCRIPTION:**

**RETENTION:** Years: 3 Months: Days:

**NOTES:**

**DISPOSITION ACTION:** DCA

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**SERIES:** 22758

**SERIES STATUS:** Approved

**APPROVAL DATE:** 10/25/2001

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